

MSC Spring Full Membership Meeting
Bozeman: Beautiful Bozeman Public Library

May 4, 2007

9:00 – 9:30 Welcome and Intro of MSC Exec Committee:

Welcome

Introduction of Exec Committee:

Sue Sillick: Chair

Alice Meister: Large Public

Marilyn Trosper: Small Public

Beth Chestnut: Schools

Ann Rutherford: Academic/Special

Jane Gardner: Member at Large

Staff: Sarah McHugh, Mike Price, Jess Tobin

Fiscal Agent: Claire Morton

Roll Call

Introduction of new members:

- Jess Tobin new MSC Assistant
- New Libraries: Mineral County Public Library, Montana State Genealogical Society Library, Pine Hills School Library, Montana Public Service Commission Library

Call For new representatives:

- There will be a call for nominations for the open positions, would like to add one at large member, maybe a western member
- Would like to have these positions overlap/stagger terms

Approval of MSC Fall 2006 Full Membership Meeting minutes

Kim Crowley moved to accept the minutes, Sonja Woods seconded to accept minutes as presented.

Motion carried unanimously.

9:30-10:50 MSC Update (Sarah McHugh)

1. Update on special shared catalog project: circulation interchange protocol, a single library system to interact with another different system; or a non-Sirsi system could recognize a patron from another system, Sirsi has this NCIP feature, they are working to have OCLC be central authentication resource via NCIP. Montana first to test authentication passing thru OCLC. When a user requests an

item from one system it would transfer to any system. Go live has been delayed several times, but there's a lot to test. Ex.: Whitehall user request for a Missoula item, they don't share user info, so in this case an item record would be automatically created in the Whitehall catalog for the Missoula item and able to be checked out. Other part of pilot project is a Home Delivery pilot. OCLC and pilot participants will be looking for 3 primary things: popularity of home delivery, user's willingness to pay extra for home delivery and how the OCLC-to-Sirsi NCIP works. OCLC has allocated \$100,000 for the home delivery piece of the pilot, including postage, meter machine, mailing materials. Mike is setting this up on development server, but it will go live in the production server, real time. Missoula, Miles City, and Drummond are some of the libraries on board. Should start Middle of May! Sirsi will allow 6 months testing of the NCIP software from the date of the 1st live transaction.

2. Glendive Public Library joined partners so there are 9 MSC Partner libraries now. "Hubs" are naturally coming about. Partners also expanded to floating VHS/CASSETTE items.
3. MSC 4Rivers user group will grow to 7 with addition of Clancy Community Library. They float Fiction. Looking at moving to same circ rules. A couple of MSC 4 Rivers libraries overlap with other user sharing groups (Three Forks: 4 Rivers and BridgerNet, Whitehall: 4 Rivers and Jefferson County Libraries.)

Web 2.0 RSS Feeds (Mike Price)

1. Went to a conference on Library 2.0(in around about way) AKA Web 2.0. Which turned into Jennie who now works downstairs coming to talk to Mike about RSS feeds. So, they came up with a feed. RSS or Really Simple Syndication feeds allow you to have feeds "pushed" to you instead of going out and searching for info. Depending upon source you can subscribe to these feeds or info that gets "pushed" to you when new things come out. The state library took the new book lists and created RSS Feeds and users can now subscribe to any of the listed RSS feeds. For ex, click on Montana State Library's New Materials list called "Fish Wildlife Parks", then you are prompted on which RSS reader would you to use. Basically where do you want to receive this info. These feeds correlate with the new books list. Mike is in the processing of making this available for every library. Del.icio.us website lets you upload you bookmarks

Fiscal Management (Sarah McHugh, Claire Morton)

1. The MSC fiscal management is coming under the State Library, on October 1, 2007. The MSC Sirsi invoice comes out at the end of May and needs to be paid by Oct 1st. MSC fiscal agent will send out members' FY08 ongoing cost invoices for FY08 and these have to be paid by September 1, no later! Reasons: the MSC member bills need to be collected and the annual Sirsi bill needs to get paid before the move over to the state.

MSC Network Support Update (Sarah Mike & Bob)

1. 2006 LSTA Money leftover usually used to bring on new libraries, but most recently someone will be hired to travel the state and help with technical, network problems. There is a short list of libraries already needing assistance.
2. In the past federal money (LSTA) was estimated for bringing on new libraries that year. Now, the State Library will wait until the amount of LSTA is known (around April) before deciding exactly how much will be allocated to bring on a particular list of applicants that will have been approved. The MSC new library application will now include projected dates for new libraries to come on board. There will be three implementation schedules and these implementations are dependant on federal money. The overall deadline for application is Jan. 15th 2008. Implementation 1 will be Summer 2008. Implementation 2 will be for school libraries and will be in late fall-winter. Implementation 3 is those libraries not seeking LSTA funds. These libraries can migrate ASAP. Any library not migrating records and requesting LSTA assistance will fall into a retrospective cataloging schedule (within a year they will catalog 80% of their collection). Libraries doing retrospective cataloging will be required to submit a There will be retrospective cataloging plan.
3. Ronan Schools is pulling out of the MSC, as of June 30, 2008. This includes Ronan HS, MS, K Wm Harvey Elementary and the Pablo Elementary school library.
4. Authority records are back and ready to load this summer. This requires down time and also running the rebuild headings, rebuild text reports, plus other required reports. Think about MARC tags and subfields that you may want to have reindexed (keyword and browse), since rebuilds will fix things for all records.
5. Yearly MSC OCLC scan/delete in June.
6. Update to GL3.1 – we will be updating! We will upgrade Oracle first, follwed by the GL3.1 upgrade. Update will be on development server first. Things will be done slowly for troubleshooting purposes.
7. GL3.2 lots of new great things, but Sirsi just came out with Rome after the conference. Rome is a server based product dependant on Oracle. The EPS rooms will be public access, java client will be used with Rome. A new web based client will be coming out soon that requires less bandwidth and local resources. Montana might be a testing site.
8. Thank Alice and Bozeman Public for hosting us! Thanks Hannah for Director's Station trainings. Sarah McHugh will be resigning on July, 13th 2007. MSC has been a wonderful opportunity, ready to move on. Thanks to Jennie and Jess and

especially thanks to Mike and Bruce. Thanks to Claire & Betty & Bob and Darlene. And husband and family.

9. Bob Cooper, Director of Statewide Library Resources authorized to tell us what we will be doing next.
 - a. Sarah still lives close
 - b. This is his highest priority to replace Sarah.
 - c. Job profile has been updated
 - d. Two week paid overlap for new hire
 - e. Members of the MSC executive committee will be directly involved in the new hire through participation in the screening and interviewing process and thus will represent the interests of the MSC consortium
 - f. He encourages any suggestions or applicants.

10:50-11:00 Break

11:00-12:00 MSC panel presentation: “What’s Next for the MSC Consortium?”

PowerPoint Presentation from Sarah, focusing on where we are now.

Panel Kim Crowley, John Finn, Joanne Erdall, Sonja Woods, Jean Nielsen, Donna Worth, Gale Bacon

1. Gale Bacon:
 - a. Came from Minnesota, Great River Regional Library System
 - b. She talked about her experiences within the GRRL system (couriers, floating collections, etc.)
 2. Kim Crowley:
 - a. Last job in Colorado
 - b. Colorado has a great courier system: Monday – Friday
 - c. Cataloging: let’s use director’s station and let’s make it easier by combining item categories
 3. Jean Nielsen
 - a. She has volunteer couriers
 4. Donna Worth
 - a. They have an office supply store help deliver
 5. John Finn
 - a. Loves Floating stuff
- Big Sky Air? Could they help with courier services?
 - Lending with OCLC: suggested that we ask OCLC to create a lending protocol just for the MSC that allows AV lending among MSC members. First we’d have to all agree to lend AV.
 - Remember when you join the catalog you are joining a group and please try to volunteer to help train new libraries coming on board
 - New Fulfillment Task Force getting organized, to discuss fulfillment (ILL, etc.) in Montana. Sarah encouraged MSC members to submit their names and/or their ideas

Bottom Line: KISS (Keep It Simple Silly)

12:00-1:30 Lunch

Backup power supply update- need to pull more wires, hopefully next Thursday at 10
What day/time would work – Memorial Day, Sunday after 5 or M-F 6 AM to 12 PM,
MSC may be willing to pay extra to have this work done on a Sunday.

Sirsi Super Conference Presentation

Roberta Gebhardt's report submitted in writing

Sarah: Tracking tool for network use

Lots of good classes offered

Alice: Executive conference was focused on Technology and it was really good

Donna and Cherie also reported.

Bird of Feather Reports

- Beth-School message: We are a happy group with the MSC, JAVA client, Consortium.
- Marilyn-Small Libraries: learning curve for new libraries, learned about Rome, careful not to change other libraries cataloging. Workshop at MLA maybe Quick and Dirty Tricks.
- Sonja-Large and Public Libraries: agree to sticking with Sirsi, maybe look into open source solutions, would like to keep adding libraries to the MSC, iBistro not user-friendly. State should help with school libraries. Need a resource person for school libraries.
- Susan: thinks we are doing a great job.

Sarah: 18 MSC libraries missing. While realizing this meeting came close to MLA, there seems to be some overuse of proxy option. People need to be involved. Hope attendance will improve.

1:30-1:45 MSC Budget FY07 update (Claire Morton)

- It's the end of the year clean up/wrap up of the FY07 budget.
- Claire just reviewed the FY07 budget and it reflected a difference of \$668.00, which was from the MSC Technical Assistant position, which had a 3% raise (all state employees received this raise).

1:45-2:15 MSC FY08 Budget and financial management update (Claire Morton)

- Because of LSTA funds we need to change the application dates for new libraries for budget purposes. This will alleviate some guess work on the budget.

- What to do with cash forward money. Look at previous minutes to see what was decided to do with unencumbered cash.
- Executive committee needs to look at budget line for clean up.
- Support setting aside funds for Executive Committee! Do we need a line item? What is allowable? Fuel, lodging, food
- Conference money should we increase, decrease leave the same?
- Can we pay for subs, travel expenses for members on the executive board?
- Bob added that once the management moves to the state, MSL central services staff (Kris Schmitz) would issue the money.
- Claire recommended around \$2000 to cover costs for those serving on the Executive Committee.

MOTION: Bridget moves to ask MSC to create a line item for budget of \$2,000 for Executive Members coming from encumbered cash for the first year. Gloria Seconds the Motion!

Motion carried unanimously.

MOTION: Becky to approve the FY08 budget. Renee McGrath Seconds the Motion!

Motion carried unanimously.

2:15- 3:00 MSC FY08 Ongoing Cost Formula (Claire Morton)

- Claire restated the 4 goals from the Fall meeting

Breakdown

- Organized by year of joining
- If you have under 10,000 titles you got a break
- If you have under 5,000 titles you weren't charged
- Total Circ's there were no breaks
- Total Patron's: library under 3,000 would not be charged
- If you have under 8,000 titles and under 1,000 patrons then you pay 1% of budget
- The 3 large libraries pay 40% of the costs! Thank you. This was later modified to about 5 large libraries carrying this amount.

Comments

- The sheet looks good. Can we add a new column that has previous year's amounts due?
- Can it be alphabetical not by year joined?

2:40-2:55 Break

3:15-3:45 At Last

MSC Circulation Committee updates (Claire Morton)

9 people on committee

Claire resigning as MSC Circ Committee chair

There will be something on the listserv for a new Chair! This group is becoming active! They will be addressing, among other things:

1. Cleaning up fines
2. Assumed Lost reports need to be run for everyone
3. Come up with some guidelines for circulation consistency. A quick guide.
4. Maybe create a pool of trainers: Train the trainers event could be used to get people comfortable with training.

Unique Management (Kim Crowley)

- This is a debt collection service unique for libraries
- Sirsi would install this product and there is a one time cost
- This is how it works: patron gets a call first, then letter, then they get turned over to a collection agency
- FCL & MSLA are interested in this service. If done on own, the cost for them would be \$2,000 per library; as a consortium it would be \$12,000 initially and then about \$2100/year
- It costs \$8.95 per person turned over
- FCL and MCPL would turn over patrons with fines over \$25
- Libraries can tack on a \$10 service fee to cover the \$8.95 cost per person
- Check it out at www.unique-mgmt.com
- Large libraries would have success with this
- Only MSC public libraries would probably be interested in purchasing this
- Most assumed lost reports are set up with items being overdue by 90 days
- Kim will send out an email to the MSC Discuss to give more information and get more feedback

Audiobook update

- Downloadable audio is coming!
- Bob sent out an email about downloadabe Audiobooks
- Other states have proven it to work
- There are some issues: Should we just launch and see how it goes?
- NetLibrary, Overdrive, iPods, bandwidth
- Something is coming soon
- Continue to be patient

3:45-4:00 Wrap up, Fall Meeting date and location: October 5, 2007

Wrap Up

- Posters in back up for grabs
- First Friday of October, October 5, 2007: Fall 2007 Meeting Date. Meeting will be held at Kalispell Regional Medical Center.
- First Friday of May, May 2, 2007: Spring 2008 Meeting Date. Meeting will be held in Billings.

Meeting adjourned at 3:45 PM

Minutes submitted by Scarlett Sherman